Project Closeout Report

Project Name: Foundation Aid

Agency: Department of Public Instruction

Business Unit/Program Area: Management information Systems

Project Sponsor: Steve Snow and Bonnie Miller

Project Manager: Val Brostrom

Project Objectives	Measurements	
	Met/ Not Met	Description
Student contracts online	Not Met	The former paper process was taking approximately 6 months to complete and it was expected that the new system would reduce this timeframe by 50%. Due to the nature of this process, the objective will be measured at the end of the school year cycle, June 30, 2010 and is expected to be met. The collection of data was not being obtained with the old system. The new system has been collecting data.
Online school district financial report	Met	The paper process was taking approximately 3 months to complete and it was expected that the new system would reduce this by 75%. The new system has reduced this process from 3 months to 1 day.
Single education portal	NA	This objective became non-application once the scope change occurred
Create a modern environment	NA	This objective became non-application once the scope change occurred
Automation of taxable valuation and mill levy report	N/A	This objective became non-application once the scope change occurred

Schedule Objectives			
Met/ Not Met	Scheduled Completion Date	Actual Completion Date	Variance
Not Met	8/26/09	11/18/09	12.5% (3 months)

Budget Objectives			
Met/ Not Met	Baseline Budget	Actual Expenditures	Variance
Met	$326,167.06	$359,159.16	10%

Major Scope Changes
There was one major scope change during this project. The Single Education Portal and Automation of taxable valuation and mill levy report were removed from this project.

Lessons Learned
- The code should be moved from the vendor's environment to ITD's environment prior to acceptance testing.   - Need to have the ability to test everything from beginning to end rather than in segments.   - The vendor needs to ask more questions for clarification rather than make assumptions   - Having the business processes already defined before the design phase began was very beneficial   - Need to allow for more time for client review and feedback

Project Closeout Report

Success Story
▪ Districts are able to drill down into the detail of their payment. It is more timely. ▪ Financial reports allow districts to upload data, validate information. Eliminates the paper, manual process. ▪ Student contracts – was very manual, paper process. Notification and contracts will be tied together and will not be a paper process. Data will be available that wasn't there before. ▪ Districts are able to view their information rather than calling and asking for it ▪ The payment system and PeopleSoft systems are easier to compare to ensure they are balancing